



**KENNESAW DOWNTOWN DEVELOPMENT AUTHORITY MEETING
MINUTES
June 10, 2014
Mayor & Council Chambers
7:30 A.M.**

Members Attending: David Lyons, Robin Jones, Shannan Smith, Stormi Kenney, Tracey Viars, Bob Kozora, Herb Richardson

Guests/Staff Attending: Steve Kennedy, Councilmember Sebastian, Mary Whitlock, Councilmember Welsh, Gordon Mortin, Bob Fox, Julia McPherson

I. Call to Order

Chairman Lyons called the meeting to order at 7:35 am

II. Approval of Minutes – May 13, 2014

Mr. Kozora made a motion to approve the Minutes as presented; seconded by Ms. Viars. Motion carried. Vote 7-0
AYES: Lyons, Viars, Kozora, Smith, Richardson, Jones and Kenney

III. Announcements/Public Comment

Mr. Fox stated Mr. Gordon Mortin was in attendance to discuss an LOI between the KDDA and Raymond James and asked that in consideration of Mr. Mortin's time the meeting be taken out of order.

AT 7:40 AM THE MEETING WAS TAKEN OUT OF ORDER.

IV. Financials

- (a) Financial Report
- (b) Invoice – Applied Aesthetics- DATD Signage - \$114.00

Mr. Kozora provided the financial report.

Chairman Lyons stated there were two invoices that he would like to add to the Agenda. One was for Fork in the Road in the amount of \$600 which was for entertainment at the Dinner at the Depot; the other was for a request from Eileen Alberstadt for reimbursement of \$391 for linens that were misplaced after she provided them at a Sunday Suppers event.

Mr. Kozora made a motion to add both invoices to the Agenda; seconded by Mr. Viars. Motion carried. Vote 7-0
AYES: Lyons, Viars, Kozora, Smith, Richardson, Jones and Kenney

Councilwoman Welsh stated that Ms. Alberstadt was being reimbursed by Ms. Pam Eaton, not the KDDA.

Mr. Kozora made a motion to pay Applied Aesthetics (\$114) and Fork in the Road (\$600) invoices and to deny payment to Ms. Alberstadt; seconded by Ms. Kenney. Motion carried. Vote 7-0 AYES: Lyons, Viars, Kozora, Smith, Richardson, Jones and Kenney

Ms. Kenney made a motion to approve the financial report; seconded by Mr. Richardson. Motion carried. Vote 7-0 AYES: Lyons, Viars, Kozora, Smith, Richardson, Jones and Kenney

V. Old Business

(a) Website Update – B Kozora

Mr. Kozora stated that the largest amount of hits continue to be the Newsletter.

Mr. Fox stated the City is working on redesigning the City website; additional information will be provided at the next meeting.

(b) Events Committee Update

Ms. Viars stated the Committee had approved updates to the Public Gathering Ordinance, approved a Super Hero race, and discussed holding special events at the Depot.

After the meeting was adjourned, several members shared concern over the schedule for the Beer Festival.

(c) New Business Activity Report – Updated and Emailed Quarterly

Ms. McPherson stated she and Mr. Sprague would be working on the report this week.

(d) Downtown Business Visits

Mr. Viars stated she visited the Lazy Guys Distillery on Saturday and that they were hosting an open house this weekend.

Ms. Jones stated she visited with Peg.

Chairman Lyons asked Ms. Jones and Ms. Smith how their businesses were doing. Ms. Jones stated she is doing really well and that she was expecting 300+ for a weekend event. Ms. Smith stated she was averaging 15 new customers a week.

Chairman Lyons stated he ate at the Tai restaurant. He also stated he spoke to Michael of BurgerFi and that Michael was doing well.

(e) Beer Festival Update

Chairman Lyons stated Michael DiLonardo was able to secure an alcohol license and that volunteers pouring alcohol would need a temporary pouring license. The event is scheduled for September 27, attendees will be 21 and older and the event will be held downtown. A wrist band will be needed to attend the event.

Ms. Smith stated the KDDA will set-up a booth at Pigs and Peaches and provide information on the beer festival.

Discussion was held regarding sponsorships.

(f) Upcoming Ribbon Cuttings/Grand Openings



Chair Lyons reviewed the upcoming ribbon cutting. Ms. Kenney stated she would plan on attending.

(g) 2014 Dinner at the Depot Update – Lyons

Chairman Lyons stated the event was really busy Monday night. The layout for the event had been changed and seemed more accommodating. Mr. Doug Easterly had performed. Discussion was held regarding extending the event by an hour and having sponsorships. Chairman Lyons stated the Health Department was in attendance and planned on attending each event.

(h) Farmers Market Update

Ms. McPherson stated the Market was doing well and encouraged the members to attend and to promote the event.

(i) Elf Trot Update

Ms. Viars stated that the plans for the Elf Trot were progressing. Ms. Viars asked everyone to reach out to anyone that might be willing to be a sponsor.

(j) Downtown Master Plan Update

Mr. Fox stated the contract was being finalized and would be sent to ARC by the 16th, presented to Mayor & Council in early July and hope was to complete the project by year end but that they are working on a very compressed schedule.

(k) Dallas Street Project Update

Mr. Fox stated the project has been approved for concept. A request had been made by Council for revisions concerning the commercial portion of the project. Those revisions have been made and will be presented to the Mayor & Council at work session on Wednesday evening. Mr. Fox encouraged the members to attend the meeting. If revisions are approved, the project will start moving forward.

VI. New Business

(a) Raymond James & Kennesaw Downtown Development Authority LOI Authorizing Resolution

Mr. Gordon Mortin was in attendance and stated there were new rules and regulations, effective July 1, 2014, announced by the SEC pursuant to the 2010 Dodd-Frank Act which have the potential to alter and impact the way public finance bankers interact with the Authority by limiting the exchange of information and ideas between underwriters of municipal debt and issuers of such debt, and potentially precluding an underwriter from underwriting (either on a negotiated or competitive sale basis) or privately placing certain municipal debt of such issuer under certain facts and circumstances. However, the Rule provides safe harbors to enable a continued robust flow of useful information and ideas between issuers and underwriters of municipal debt to continue similar as in the past. One of the Rule's safe harbors that enables a continued open flow of information and ideas between Raymond James and the Authority and staff is execution of a non-binding, cancellable at any time by any party, Letter of Intent for underwriting services in the form of a Resolution coupled with acknowledgement of receipt by the Authority of a letter from Raymond James. Mr. Mortin asked the members to consider signed the Resolution.

Mr. Kozora made a motion to approve the Chairman to sign the Resolution; seconded by Mr. Richardson. Motion carried. Vote 7-0 AYES: Lyons, Viars, Kozora, Smith, Richardson, Jones and Kenney

VII. Chairman Comments

Chairman Lyons stated he is excited about things that are happening and feels positive about all the changes. He stated he would be working with Ms. Smith and the KBA to improve communications.

VIII. Community Development Director Comments

Mr. Fox provided updates on the following projects:

- Dallas Street project is hoping to be in construction by fall,
- Main Street project is progressing and should start vertical construction within the next month,
- Staff is working with developer on a restaurant for the properties on Cherokee Street,
- Fullers Chase Building 200 remodel should start next month,
- City is working on City website redesign.
- Staff is working with a growler shop that will be opening on Lewis Street
- Cherokee Street corridor study has been started and will include a new zoning overlay

IX. EXECUTIVE SESSION – Land, Legal, Personnel

Pursuant to the provisions of O.C.G.A. 50-14-3, the KDDA could, at any time during the meeting, vote to close the public meeting and move to executive session to discuss matters relating to litigation, legal actions and/or communications from the City Attorney as provided under O.C.G.A. 50-14-2(1); and/or personnel matters as provided under O.C.G.A. 50-14-3 (4) and/or real estate matters as provided under O.C.G.A. 50-14-3(6).

X. ADJOURN

Mr. Kozora made a motion to adjourn the meeting at 8:39 am; seconded by Ms. Kenney. Motion carried.
Vote 7-0 AYES: Lyons, Viars, Kozora, Smith, Richardson, Jones and Kenney

Respectfully submitted, this 10 day of June 2014
David Lyons, Chairman

Minutes taken and typed by Julia McPherson

NOTICE: Any person who desires to appeal any decision from this meeting will need a record of the proceedings, and for the purpose may need to insure that a verbatim record of the proceedings is made which includes the testimony and evidence upon which the appeal is based. The Agenda is designed to make more efficient use of the KDDA's time. It is not designed to curtail discussion or input. If you need special accommodations to attend or participate in our meetings, please contact City Hall at least 24 hours in advance of the specific meeting you are planning to attend.

**The next scheduled meeting of the Kennesaw Downtown Development Authority will be
7:30 a.m. on July 8, 2014**